

CORRESPONDENCE CONTROL
OUTGOING LTR NO.

ORDER #

5 RF 000132

DIST.	LTR	ENC
DOCKETT, G.A.	X	
FREREA, D.W.		
COMINI, J. J.		
DSAY, D. C.	X	
VG, J.W.		
ELTON, D.C.		
OR, N.R.		

GENHART, K	X	
CKNER, A.L.		
IRSTER, B.M		

ordin, v	X	
ute, R	X	

R. CONTROL	X	
VIN. RECORD	X	
STE REC CTR		
AFFIC		
TS/130		

CLASSIFICATION:		
NI		
CLASSIFIED		
CONFIDENTIAL		
SECRET		

AUTHORIZED CLASSIFIER

e

REPLY TO RFP CC

ITEM STATUS

PARTIAL/OPEN

CLOSED

APPROVALS:

G & TYPIST INITIALS

LM: DIZ



KAISER • HILL
C O M P A N Y

December 8, 2005

05-RF-00932

Charles A. Dan, Jr.
Contracting Officer
DOE, RFPO

DEPARTMENT OF ENERGY (DOE) ACCESS TO KAISER-HILL COMPANY, LLC (KAISER-HILL) ROCKY FLATS NETWORK DURING TRANSITION – GAC-103-05

Dear Mr. Dan:

In preparation for the upcoming turnover of the Rocky Flats Environmental Technology Site following Kaiser-Hill's formal declaration of physical completion, there will be situations in which individuals that transfer from Kaiser-Hill to DOE Legacy Management (LM) will still require access to the Kaiser-Hill's network that supports Rocky Flats. During this transition, these individuals will be completing tasks for the on-going LM mission, which requires the use of Kaiser-Hill networks and/or applications. As these employees are no longer Kaiser-Hill employees but DOE employees, Kaiser-Hill will need a formal request for those respective DOE employees to gain access to the Kaiser-Hill network.

The process for which DOE LM will request the access to Kaiser-Hill's Rocky Flats network and/or applications is:

1. Submit an Email to robert.burke@rfets.gov for Kaiser-Hill ICT to indicate the individual's need for access to the Kaiser-Hill Rocky Flats network.
2. Identify workstation requirements including Kaiser-Hill Rocky Flats specific applications, data and software.
3. Provide the reason and scope of the work that the DOE LM employee will be using the Kaiser-Hill Rocky Flats workstation for and what Kaiser Hill work this will be completed with this access.
4. Kaiser-Hill ICT will complete a review of the request and ensure the necessary access is granted.
5. Kaiser-Hill ICT will provide notification to the employee regarding their access setup.

December 8, 2005
Charles A. Dan, Jr.
GAC-103-05
Page 2 of 2

It is requested that you please provide this communication to your staff and have them contact Robert Burke at extension 2576 if there are any questions or if they need assistance. This type of process is necessary in order to help us appropriately control access to the Kaiser-Hill network. We appreciate your assistance in this matter.

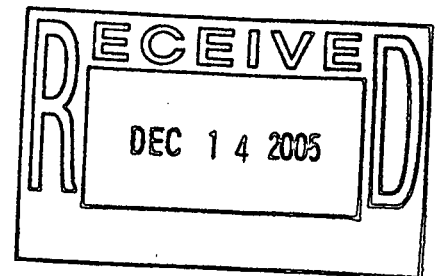
Very truly yours,



Gregg Crockett
Director of Administration and Chief Financial Officer

VLM:blz

Scott Surovchak – DOE, LM



Access to the Kaiser Hill network and use of Kaiser Hill information systems and information technology equipment to the undersigned DOE employee or DOE contractor is granted only for purposes of official Rocky Flats/Legacy Management work. Such information may contain Unclassified, Controlled, Nuclear Information as determined pursuant to Section 148 of the Atomic Energy Act of 1954, as amended.

The DOE employee or contractor shall be responsible for safeguarding such information in accordance with DOE regulations and directives and shall not disclose or disseminate it in any form; nor shall the employee or contractor disclose or disseminate any other information obtained by virtue of his/her access to the Kaiser Hill network, information systems, or information technology equipment.

Scope of Work

Access Need (describe)

Application Databases
(not Microsoft Office)
Application Software

DOE employee or contractor (please print)

Signature of Authorized DOE employee or DOE contractor

Date